Assassination Records Review Board Final Determination Notification

AGENCY : HSCA

RECORD NUMBER: 180-10060-10454

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

Released under the John F Kennedy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Case#:NW 68261 Date: D9-01-2022

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 8

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

Number of Postponements: 3

Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

Board Review Completed: 10/24/95

Date: 08/20/93

Page:1

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA

RECORD NUMBER: 180-10060-10454

RECORDS SERIES : STAFF PAYROLL RECORD

AGENCY FILE NUMBER:

DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TO:

TITLE:

DATE: 06/06/77

PAGES: 8

SUBJECTS:

HSCA, ADMINISTRATION

JONES, DIANA

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION: U RESTRICTIONS: 3

CURRENT STATUS: P
DATE OF LAST REVIEW: 06/04/93

OPENING CRITERIA:

COMMENTS:

Box 2.

JONES, Diana		OFFICE OF THE CL			
Name of Employee		S. HOUSE OF REPRES			BALANCE BROUGHT FORWARD FROM PRECEDING YEAR
Address	PE	Annual Sick			
		1978	•	Leave Leave	
Audross		YEAR			02
Phone Number	DATE OF APPOINTMENT	ANNUAL LEAVE CATEGORY			
	6-6-//	1.0			
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Position Number Level Step	Years Months	2.0 ACCRU	JED AVAILABLE ONTH THIS MONTH	THIS MONTH	BALANCE AT CLOSE OF MONTH Annual Sick 338
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Feb.			1 3 0		3 1
Mar. S		- - - - - - -			
· Apr. 88 83		- - - - - - -	1 4 0	-	40
May					
June				<u> </u>	
July					
Aug.					
Scpt.					
Oct	JULV-4179	5/31/18			
Nov.					
Dec.					
= 0.5 day annual leave		CERTIFIE	D CORRECT:		
= 1.0 day annual leave					
= 0.5 day sick leave			•		
S or s = 1.0 day sick leave	Employee's Signature (if employee refuses to sig	Dute n, state reason below.	Chiel's S	lignatura :	Date
= 0.5 day administrative leave					
		Approved: Clerk of the		he House	Date
= 0.5 day unauthorized absence	This record will be forwarded to with the request for termination	o the Clerk of the House at	the end of each calend	lar year, or in cas	se of termination, along
U or U = 1.0 day unauthorized absence	with the request for termination	u. Obou abbtorail tug tecoto	a will be thed in the om	bioace a official b	personner rolder.
= 0.5 day leave without pay = 1.0 day leave without pay					
	EXHIBIT I	PROPERTY OF THE PROPERTY OF TH			

NW 68261 Docld:32239462 Page 3

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES - Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last) Dianá N. Jones Employee Social Security Number			Effective Date			
		5/31/78				
			Type of Action			
JEK Act 5	(g)(2)(D)		☐ Appoi			
				Adjustment		
Employing Office or Committee/Subcommittee		Title C				
				nation (At close of business on effective date) without pay (Beginning with effective date above and ending		
Assassinations			of business			
				Specify Date		
(If type of action	is an Appointme	ent, Salary Adjustment, or Title C	Change, compl	lete appropriate information below.)		
	(Position Title		Gross Annual Salary*		
* If employee is a civ	il service appuitant (i	actudos IIIS House of Bonnacintation (194				
plus the salary receiv	ed from the employi	ng office.	ne gross annuai sc	alary shown should include the annuity received by the employ		
If Committee En	nployee, comple	ete appropriate item below.)				
1. 🗆 Sta	ndina Committee	: Staff—□ Clerical or □ Profes	sional.			
	;			nittee: Authority—H. Res. <u>956</u> of <u>956</u> Congress		
	it Committee.	start of oldhalling committee, o	i Seleci Comi	mirree: Authority—H. Res. 1992 of 1992 to Congress		
J JOIII	. Committee.	V.				
(If Employee of a	an Officer of th	e House, complete item below	.)			
Position 1	Numbor	If applicable, Level	Can			
i OsiliOli i	Nomber	n applicable, Level	sie	P		
I certify	that this auth	norization is not in violatio	on of 5 U.S	i.C. 3110(b), prohibiting the employment o		
relatives.						
Date May 4			•			
, a.o				(Signature of Authorizing Official)		
(If appropriate, signature of Subcommittee Chairman or Ranking Minority Member)			s stokes, chairman			
~			,	(Type or print name of Authorizing Official)		
(Type	or print name and title	of above official)		(Title – If Member, District and State)		
				ouse Classification Act and for Committee em-		
		nmittee on Appropriations, the on House Administration.	Committee o	on the Budget, and the Joint Committees, must		
· · · · · · · · · · · · · · · · · · ·						
		APPROVED:	Ch	airman, Committee on House Administration		
:						
Office of Finar	nce use only:			ID		
. •	ode			ID		
				Benefits		
Monthly	Annuity \$			Payroll		
				(Revised: August 1 1977		

TO: Tom Howarth, Budget Officer

Elizabeth Berning, Chief Clerk

FROM: I. Charles Mathews, Special Counsel

DATE: May 4, 1978

RE: Termination

Please be advised that effective Friday, April 28, 1978, Mrs. Diana Jones resigned from the Committee staff.

Her effective termination date will be May 31, 1978, and will include any annual or sick leave she is entitled to.

If you have any questions concerning this matter, please contact me at your convenience.

ICM:j

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter U or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)		Effective Date			
Diana N. Jones		March 1, 1978			
Employee Social Security Number			Type of Action		
JFK Act 5 (g)(2)(D)	1	☐ Appointment ☐ Salary Adjustment			
Employing Office or Committee/Subcommittee		☐ Title Change			
Assassinations		☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and endiclose of business			
(If type of action is an Appointment, Salary-Adjustment, or 1	itle Change, c	:ompl	lete appropriate information below.)		
Position Title			Gross Annual Salary*		
Secretary		\$16,000			
* If employee is a civil service annuitant (includes U.S. House of Representation plus the salary received from the employing office.	ves), the gross an	nual so	alary shown should include the annuity received by the employ		
(If Committee Employee, complete appropriate item belo	w.)				
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ F	rofessional.				
2. Special (Investigative staff of Standing Commit		Comn	mittee: Authority: H. Pes 955 of 9566		
3. ☐ Joint Committee.	ioo, or ocicer		minee: Admonity—H. Res. 222 2201 222 200ngres		
(If Employee of an Officer of the House, complete item be Position Number	-evel				
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DateMarch_14, 19_78/					
Santa - Santa	IOUI	er s	(Signature of Authorizing Official)		
(If appropriate, signature of Subcommittee Chairman or Ranking Minority Member)	200		(Type or print name of Authorizing Official)		
		Chailman			
(Type or print name and title of above official)			(Title – If Member, District and State)		
All appointments and salary adjustments for employed ployees, except those of the Committee on Appropriations be approved by the Committee on House Administration.	, the Commit	tee o	on the Budget, and the Joint Committees, must		
APPROV	LU:	Ch	nairman, Committee on House Administration		
Office of Finance use only:			ID		
Office Code			Benefits		
Adonthly Annuity C					
Monthly Annuity \$00 as of			Payroll		

(Revised: August 1, 1977

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter U.S. HOUSE OF REPRESENTATIVES (Any erasures, corrections, or changes or Ballpoint Pen) Washington, D.C. 20515 authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

	6/6/77 Type of Action
JFK Act 5 (g)(2)(D)	
	VI Amminament
Employing Office or Committee	Appointment
	☐ Salary Adjustment
Assassinations	☐ Termination (At close of business on effective date)
If type of action is an Appointment or Salary Adjustment, complete	the following information.)
Position Title	Gross Annual Salary
Secretary	\$12,000
If Committee Employee, complete appropriate item below.)	
1. Standing Committee: Staff—Clerical or Profession	nal en
	·
2. A Special or Select Committee: Authority—H. Res. 455_	
3. Joint Committee.	
If Employed of an Officer of the House remarks the holders	
(If Employee of an Officer of the House, complete item below.)	
Position NumberIf applicable, Level	Step
Licertify that this authorization is not in violation of	5 U.S.C. 3110(b), prohibiting the employment o
relatives.	The state of the s
Date6/6 19.77	
and the second s	(Signature of Authorizing Official)
· Louis · Loui	S Stokes (Type or print name of Authorizing Official)
Chair	
	(Title—If Member; District and State)

Copy for Initiating Office or Committee

TO:

CHAIRMAN STOKES

FROM:

TOM LAMBETH

DATE:

June 7, 1977

RE:

Diana Jones

I recommend approval of the attached which will bring the size of the clerical staff of the King unit up to that of the Kennedy unit.

TO:

Tom Lambeth

FROM:

Robert J. Lehner

DATE:

June 2, 1977

SUBJECT: Diana Jones

I recommend that Diana Jones be employed as a secretary in the King Unit at \$12,000 annual salary, effective June 6, 1977.

EMH:ek

011

TO: ALL STAFF

RE: Payroll Certification

The Regulations and Accounting Procedures for Allowances and Expenses of Committees, Members and Employees of the U.S. House of Representatives require that, among other things, the Committee's monthly payroll certification include the relationship, if any, of each employee to any current Member of Congress. This certification is signed monthly by our Chairman.

The following are the relationships to be included in the certification:

father
mother
son
daughter
brother
sister
uncle
aunt
first cousin

nephew
niece
husband
wife
father-in-law
mother-in-law
son-in-law
daughter-in-law

brother-in-law sister-in-law stepfather stepmother stepbrother stepsister half-brother half-sister

Please complete the appropriate portion below, sign and date this form, which will then become a part of your permanent personnel file. If this status changes, you must notify the Committee's Budget Office immediately of the change.

I am not related to any current		: (95th Con	per of Cong	gress	
☐ I am related to (Please specify		Congress)	Member of	Congress.	

Signature of Employee

Del. 14/1977